



# OFFICE OF THE CLERK/TREASURER

**City of Burlington**

City Hall, Room 20, 149 Church Street, Burlington, VT 05401

Voice (802) 865-7000

Fax (802) 865-7014

TTY (802) 865-7142

## BOARD OF FINANCE

**FEBRUARY 28, 2011**

### MINUTES OF MEETING

Mayor Kiss convened the meeting of the Board of Finance at 5:07 p.m. with President Keogh, Councilor Paul, Councilor Bushor, Mayor Kiss and Assistant CAO Goodwin present. Also present was Erin Demers and Steve Goodkind. Absent: Councilor Wright.

#### **1. Agenda**

There being no changes to the agenda, President Keogh made a motion, seconded by Councilor Paul to approve the agenda as presented. The motion passed unanimously.

#### **2. Approval of the Board of Finance Minutes for:**

- A) **Board of Finance – January 6, 2011**
- B) **Board of Finance – January 10, 2011**
- C) **Board of Finance – January 13, 2011**
- D) **Board of Finance – January 20, 2011**

The Board discussed the approval of Board of Finance minutes for the following meetings; January 6, 10, 13 and 20, 2011. The Board recommended deferring this item until next week when there is a full committee present.

Recommendation: Defer action of minutes until next week – Board of Finance, Monday, March 7, 2011

#### **3. DPW: 2011 Street Reconstruction Program**

The Board reviewed the recommendation from Department of Public Works to award this year's paving contract to FW Whitcomb Construction in the amount of \$1,958,211. This work will include asphalt, asphalt grinding, asphalt reclamation and structure adjustments. The work is scheduled to be completed by October 2011. Councilor Paul recommended going over the plan as to what streets are planned and when as there were many complaints last year that too much of downtown was done at one time. Assistant CAO Goodwin made a motion, seconded by Councilor Paul to approve the award to FW Whitcomb Construction. The motion passed unanimously.

#### **4. Mayor:**

##### **A) Burlington Chief Engineer – Salary Recommendation – Seth Lasker**

The Board reviewed a request for Salary Recommendation for Seth Lasker from the current Step 3 to a Step 4. Councilor Bushor spoke of the system and responded to the recommendation of a Step 4 increase for Seth Lasker being consistent with policy. President Keogh made a motion, seconded by Councilor Paul to approve the proposed salary

recommendation of \$87,491. The Mayor also recommended a two-step increase in the Fire Chief's pay scale upon his completion of an academic degree pursued while serving the City of Burlington. This recommendation will be discussed at a later time upon Chief Lasker's completion of a degree. The motion passed unanimously.

**B) Special Project Request**

The Board discussed the additional cost for the electrical work done in Contois for stage lights in the amount of \$488.39. Councilor Paul made a motion, seconded by President Keogh to approve the \$488.39. The motion passed unanimously.

There being no further business of the Board, the meeting of the Board of Finance was then adjourned at 5:30 p.m.

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